

29 May 1968

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training

1. National Institute of Public Affairs Candidates Accepted

The Agency's four nominees for the NIPA/BOB/CSC Educational Program in Systematic Analysis have been accepted. The university assignments are: [REDACTED] OGC, Massachusetts Institute of Technology; [REDACTED] SB Division, Massachusetts Institute of Technology; [REDACTED] Support Services Staff, University of Maryland; [REDACTED] WH Division, University of California. Notification of acceptances will be sent directly to the individuals from the universities.

2. Special Listing for Office of Personnel Recruitment Division

At the request of [REDACTED], we are preparing a list of all Agency employees who will be at academic institutions during 1968-69, including the employee's office of assignment, school, course of study, and cover arrangement. This information will be passed to [REDACTED] representatives in the various areas. In addition, students will be advised of names and locations [REDACTED] representatives located near their schools.

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3. Biography of General William Donovan

A member of the Intelligence School reports that author Corey Ford is preparing a biography of General Donovan, and that a movie about the General and OSS will follow as soon as the draft of the book is completed. The information is from Mr. Otto C. Doering, Jr., a former close associate of Donovan, who is also the family's lawyer.

4. Success with Video Tapes

Various experiments in the use of video tapes as a training device have been successful in selected fields. Included among these are trial inputs into the Operations [REDACTED] Course, the briefing portion of the Intelligence Techniques Course (for DDI CTs) and most recently the Effective Speaking Course. In the latter course, we plan to add an additional hour because of high value to the students in the playback of video tapes. Video tapes have also been effectively used in the training of instructor personnel.

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5. Logistics Authority [REDACTED]

We have recently obtained approval for increasing our internal contracting and engineering authority for maintenance and construction work at [REDACTED]. This approval, granted by the Real Estate and Construction Division, OL, increases [REDACTED] authorities to \$10,000 projects -- up from the former limit of \$2,000 -- and, of course, involves technical approval only by the Public Works Officer, not administrative approval.

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7. Support from Federal Reformatory

25X1A6a Representatives from [REDACTED] visited the Federal Reformatory, Petersburg, Virginia, to deliver [REDACTED] furniture for repair and to discuss matters involved in the Reformatory's repair of furniture, recapping tires, and other possible support services.

8. Non-Agency Briefings

During this reporting period, the following non-Agency briefings were given:

At Headquarters, [REDACTED] officer on the "Mission and Functions of the DBL." 25X1X7

At AID facilities in Washington, D. C., 15 AID personnel on the "Mission and Functions of the CIA."

At the Defense Intelligence School, 55 DIA analysts on the "Mission and Functions of the CIA."

At Headquarters, two [REDACTED] and [REDACTED] on the "Mission and Functions of the CIA." 25X1X7

At DIS, 40 Attaches and wives on "Movement Today" and "Developing Nations."

At FSI, to 40 students in Foreign Service Orientation on "International Communism: Current Status."

At the [REDACTED] to 35 students on "Ideology and Programs."

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**At American University, to nine delegates to the Business Council
for International Understanding on "Communist Theory and Practice."**

/s/
John Richardson
John Richardson
Director of Training

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